



City Record

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MARTIN J. WALSH – Mayor of Boston

KIM JANEY – President, City Council

Executive Order to Support Equitable Procurement

Mayor Walsh's Executive Order will work to ensure the full participation of all enterprises in City spending, focused on small and local, minority-, women-, and veteran-owned small businesses.

Building on Boston's commitment to ensuring every resident and business in Boston has access to the same opportunities, Mayor Martin J. Walsh today announced an Executive Order designed to support equitable procurement in the City of Boston. This Executive Order builds on the 2016 Executive Order, and the Walsh Administration's policies and initiatives to address racial and economic disparities in order to expand opportunities for woman- and minority-owned businesses.

"As Mayor, my goal is to make sure that Boston is a city of opportunity for everyone. We need to harness our City's incredible economic growth so that it lifts everyone up," said Mayor Walsh. "To have a truly strong city, Boston's success must be shared by all. The City's own spending power is a key lever for increasing equity in business opportunities, and this Executive Order is the next step in ensuring we match our business practices with our values and goals."

THE EXECUTIVE ORDER HAS THREE KEY ASPECTS:

- Modernize a public-facing directory of small and local businesses including minority-owned businesses (MBEs), woman-owned businesses (WBEs), and veteran-owned small

businesses. This directory will serve as a guide and resource for both departments within the City of Boston, and external businesses who manage procurement.

- Create a training program for City employees and departments who manage procurement as part of their roles.
- Require each department to create a procurement plan that prioritizes equitable business practices. In addition, employees will be required to verify they have utilized the City's procurement directory when soliciting bids.

In order to make procurement opportunities more accessible to a wider audience, the Department of Innovation and Technology and the Procurement Department will also update the City's procurement website so that businesses are able to view and filter all city contracts and opportunities.

"This Executive Order establishes a set of sound business practices in the City of Boston's procurement process that will increase transparency, accessibility, and efficiency across all departments and agencies," said John F. Barros, Chief of Economic Development. "As we create equitable procurement plans in the beginning

of the budgeting process, while simultaneously modernizing our certified business registry, the City will be in a position to strategically market opportunities to an increased pool of businesses and do business with a diverse ecosystem of new businesses."

"As the Chief Procurement Officer for the City of Boston, I'm confident this Executive Order will give the City more tools to ensure we're using Boston's resources to empower all residents and businesses," said Emme Handy, Chief Financial Officer. "This Executive Order focuses on real solutions to better equip our departments and employees to achieve Boston's goals of an equitable and diverse procurement process."

"I support Mayor Walsh and the City of Boston's efforts to make the procurement process more inclusive and efficient for all, and to ultimately increase contracting with minority-owned local businesses. Contracting with the City has positively impacted my business, and I look forward to the implementation of such process changes resulting in more transparency and accountability, and opening more opportunities for City Fresh and other small minority companies," said Sheldon Lloyd, CEO, City Fresh Foods.

[READ THE FULL STORY HERE](#)



THE FOLLOWING APPLY TO ALL ADS IN THIS PUBLICATION

- The City of Boston is committed to and affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation, or religion in any consideration leading to the award of contract.

The City's directory of certified businesses is available at cityofboston.gov/slbe/search.

- No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of contract.
- The award of any contract shall be subject to the approval of the Mayor of Boston.
- The maximum time for IFB acceptance by the City after the opening of the bids shall be ninety (90) days unless noted otherwise.
- The maximum time for RFP acceptance by the City after the opening of the bids shall be one hundred-eighty (180) days unless noted otherwise.
- The City/County and the Official reserve the right to reject any or all bids, or any item or items thereof, and to award a contract as the Official deems to be in the best interest of the City.
- All contracts shall be subject to the availability of an appropriation therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.
- The City reserves the right to reject any and all bids, or any part or parts thereof, and to award a contract as the Official deems to be in the best interest of the City. This contract shall be subject to the availability of an appropriation. If sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.

LATE BIDS WILL NOT BE ACCEPTED

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Martin J. Walsh, Mayor of Boston

Kevin P. Coyne, Purchasing Agent

Diana Laird, City Record Administrator

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ADVERTISING:

A rate of \$6 per 1/2-inch or \$12 per inch of 12 lines (set solid) has been established for such advertisements as under the law must be printed in the City Record. Advertising and other copy must, except in emergencies, be in hand at the City Record office by 5:00 p.m., Wednesday of each week to insure its publication in the following Monday's issue.

PLEASE NOTE: The deadline of 5:00 p.m., Wednesday of each week is ten days in advance of publication.

Other advertising rates available—Please contact us at cityrecord@boston.gov for these rates.

HELPFUL LINKS

City of Boston Legal Compliance Resources



City Land & Building for Sale

We sell City property to developers who want to make the community better. By law, we can only choose a buyer who meets all our requirements. We don't list our properties with brokers or take offers.

<https://www.boston.gov/departments/neighborhood-development/how-we-sell-citys-land-and-buildings>



Boards & Commission Appointments

Boards and commissions are an important part of Boston's government. Each board or commission works with internal departments, City Councilors, and the public to serve the City.

<https://www.boston.gov/civic-engagement/boards-and-commissions>



Employee Listings

Each year, the City of Boston publishes payroll data for employees. This dataset contains employee names, job details, and earnings information including base salary, overtime, and total compensation for employees of the City.

<https://data.boston.gov/dataset/employee-earnings-report>



Bond Listings

The City of Boston sells bonds to borrow the money needed to pay for construction, rehabilitation, and repair of all of its public buildings, including: schools, libraries, police, fire, and park facilities, and streets and sidewalks.

<https://www.boston.gov/departments/treasury#general-obligation-bonds>



School Committee Proceedings

School Committee meetings are held twice a month on Wednesdays at 6 p.m. at the Bruce C. Bolling Municipal Building, 2300 Washington Street, School Committee Chamber, second floor, Roxbury, MA 02119. The Chamber has a capacity of 202 people. To confirm, contact 617-635-9014.

<https://www.bostonpublicschools.org/Page/253>



Public Notices

You can find out about all upcoming City of Boston public notices and hearings. We also have information on archived public notices.

<https://www.boston.gov/public-notices>



Language and Communication Access

We are happy to answer questions and assist community members, organizations, and city employees. We work to strengthen the City of Boston so that services, programs and activities are meaningfully accessible to all constituents.

<https://www.boston.gov/departments/neighborhood-services/language-and-communications-access>

CITY OF BOSTON ADVERTISEMENTS

Invitations for bids for the procurement of services and supplies

COVID-19 UPDATE: Due to the public health emergency, our office is closed to the public. If you want to submit a bid online or register to become a City of Boston vendor, go to the [City's Supplier Portal website](#).

City Hall is only open to the public on Tuesdays, Thursdays, and Fridays, from 9 a.m. to 5 p.m. If you need to visit City Hall for essential services, you must make an appointment.

Please email purchasing@boston.gov to make an appointment to drop off a non-electronic bid or come to a bid opening. Thank you!



Procurement

INVITATION FOR BIDS FOR THE PROCUREMENT OF THE FOLLOWING

The City of Boston ("the City"), acting by its Acting Purchasing Agent ("the Official"), invites sealed bids for the performance of the work generally described below, and particularly set forth in the Invitation for Bids, which may be obtained from the City's Procurement website and Supplier Portal boston.gov/procurement. Invitation for Bids shall be available until the time of the bid opening.

The attention of all bidders is directed to the provisions of the Invitation for Bids and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable.

The supplies/services described for the below is an actual amount of the supplies/services to be procured.

The City reserves the right to reject any and all bids, or any part or parts thereof, and to award a contract as the Official deems to be in the best interest of the City. This contract shall be subject to the availability of an appropriation. If sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.

The maximum time for bid acceptance by the City after the opening of bids shall be ninety (90) days. The award of this contract shall be subject to the approval of the Mayor of Boston.

Sealed bids shall be publicly opened by the Official at 12:00 Noon Boston City Hall, Procurement Rm. 808 One City Hall Square, Boston, MA 02201

Event EV00008456

(18) Compact SUV s w/AWD
[Public Works Department](#)

Bid Opening Date: October 13, 2020

CONTACT INFORMATION

Kevin Coyne
617-635-4938
Kevin.coyne@boston.gov

Event EV00008457

(14) Electric Vehicles
[Public Works Department](#)

Bid Opening Date: October 13, 2020

CONTACT INFORMATION

Kevin Coyne
617-635-4938
Kevin.coyne@boston.gov

Event EV00008458

2 EA-3 Wheel Street Sweepers

[Public Works Department](#)**Bid Opening Date: October 13, 2020****CONTACT INFORMATION****Kevin Coyne**

617-635-4938

Kevin.coyne@boston.gov**Event EV00008464**

Radiation Detection System Maritime

[Boston Fire Department](#)**Bid Opening Date: October 13, 2020****CONTACT INFORMATION****Michael Walsh**

617-635-3706

Michael.walsh@boston.gov**Event EV00008467**

BPD - SOUTH END CAMERA PROJECT

[Boston Police Department](#)**Bid Opening Date: October 13, 2020****CONTACT INFORMATION****Brian Heger**

617-635-2201

Brian.heger@boston.gov**Event EV00008472**

BPL RARE BOOK SIGNAGE

[Boston Public Library](#)**Bid Opening Date: October 13, 2020****CONTACT INFORMATION****Chris Radcliffe**617-635-3422 Christopher.radcliffe@boston.gov**KEVIN P. COYNE, PURCHASING AGENT**

(September 28, October 5, October 12, 2020)

Event EV00008483

BPL Roslindale Library Audio Visual

[Boston Public Library](#)**Bid Opening Date: October 23, 2020****CONTACT INFORMATION****Chris Radcliffe**

617-635-3422

Christopher.radcliffe@boston.gov**Event EV00008495**

BPD - Body Armor (Two Year Contract)

[Boston Police Department](#)**Bid Opening Date: October 21, 2020****CONTACT INFORMATION****Brian Heger**

617-635-2201

Brian.heger@boston.gov**Event EV00008500**

Office Furniture & Equipment (DND)

[Department of Neighborhood Development](#)**Bid Opening Date: October 23, 2020****CONTACT INFORMATION****Kevin Coyne**

617-635-4938

Kevin.Coyne@boston.gov**Event EV00008501** **CANCELED**

Office/Work Trailers (2)

[Public Works Department](#)**Bid Opening Date: October 20, 2020****CONTACT INFORMATION****Kevin Coyne**

617-635-4938

Kevin.Coyne@boston.gov**Event EV00008504**

GM OEM Parts for BPD

[Boston Police Department](#)**Bid Opening Date: October 28, 2020****CONTACT INFORMATION****Michael Walsh**

617-635-3706

Michael.walsh@boston.gov**Event EV00008480**

Police Bicycles and Accessories

[Boston Police Department](#)**Bid Opening Date: October 20, 2020****CONTACT INFORMATION****Joey Chan**617-635-4569 Joey.chan@boston.gov

Event EV00008505

(2) EA 10yd Rear Load Refuse Trucks (PWD)
[Public Works Department](#)

Bid Opening Date: October 21, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938 Kevin.Coyne@boston.gov

Event EV00008506

6 Wheel Dump Truck w/Live Body (PWD)
[Public Works Department](#)

Bid Opening Date: October 21, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938 Kevin.Coyne@boston.gov

Event EV00008507

10" Wheel Dump w/Live Body (PWD)
[Public Works Department](#)

Bid Opening Date: October 21, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938 Kevin.Coyne@boston.gov

KEVIN P. COYNE, PURCHASING AGENT

(October 5, 12, 19, 2020)

Event EV00008468

Ford OEM Parts & Accessories for BPD
[Boston Police Department](#)

Bid Opening Date: October 27, 2020

CONTACT INFORMATION

Michael Walsh

617-635-3706

Michael.walsh@boston.gov

Event EV00008469

Ford Motor craft Parts for BPD
[Boston Police Department](#)

Bid Opening Date: October 27, 2020

CONTACT INFORMATION

Michael Walsh

617-635-3706

Michael.walsh@boston.gov

Event EV00008513

Toyota OEM Parts for BPD
[Boston Police Department](#)

Bid Opening Date: October 29, 2020

CONTACT INFORMATION

Michael Walsh

617-635-3706

Michael.walsh@boston.gov

Event EV00008523

1 Ton Pick-Ups (PWD)
[Public Works Department](#)

Bid Opening Date: October 27, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938

Kevin.Coyne@boston.gov

Event EV00008524

1 Ton Pick-Ups Crew Cab (PWD)
[Public Works Department](#)

Bid Opening Date: October 27, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938

Kevin.Coyne@boston.gov

Event EV00008525

3/4 Ton Pick-Ups Stake Body w/Plow (PWD)
[Public Works Department](#)

Bid Opening Date: October 27, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938

Kevin.Coyne@boston.gov

Event EV00008526

1/2 Ton Pick-Ups (PWD)
[Public Works Department](#)

Bid Opening Date: October 27, 2020

CONTACT INFORMATION

Kevin Coyne

617-635-4938

Kevin.Coyne@boston.gov

KEVIN P. COYNE, PURCHASING AGENT

(October 12, 19, 26, 2020)



Arts & Culture

CALL FOR ARTISTS

ART AND CULTURE OFFICE

CONTACT INFORMATION

Naida Faria

617-635-3914

boston.gov/departments/procurement

The City of Boston ("the City"), acting by and through its Office of Arts and Culture ("the Official"), requests proposals for an Art and Design Solution, as particularly set forth in the Call to Artists, which may be obtained through the Mayor's Office of Arts and Culture Submittable platform <https://cityofbostonartsandculture.submittable.com/submit>. The public art will be incorporated into the new construction of the Northern Avenue Bridge

Responding to this call is voluntary. All costs associated with responding to this call, any presentations, and/or demonstrations will be the sole responsibility of the vendor participating in the response.

All proposals shall be submitted in strict conformance with the call, on or after **12:00 PM. Boston local time, on Oct 12, 2020.**

The attention of all proposers is directed to the provisions of the Call to Artists and contract documents, specifically to the requirements for proposal deposits and insurance as may be applicable.

Offerors will submit proposals through the Mayor's Office of Arts and Culture Submittable platform <https://cityofbostonartsandculture.submittable.com/submit>. Applications should be submitted on or **before 5:00 PM Boston local time, on November 4, 2020.**

The Official shall reject late proposals. Please note that we are not requesting design work at this stage and will not review applications that submit design proposals.

The term of the contract shall be for two years.

The City reserves the right to reject any and all proposals, or any part or parts thereof, and to award a contract as the Official deems to be in the best

interests of the City. This contract shall be subject to the availability of an appropriation; therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract. The maximum time for acceptance of a proposal and the issuance of written notification of award shall be one hundred eighty (180) days. The award of this contract shall be subject to the approval of the Mayor of Boston and the Boston Art Commission.

KARA ELLIOTT-ORTEGA, CHIEF OF ARTS AND CULTURE

(October 12, October 19, 2020)



Boston Center
For Youth & Family

INVITATION FOR BIDS

INSTALLATION OF DUCTLESS SPLIT SYSTEMS AT THE BCYF TOBIN AND THE BCYF NAZZARO COMMUNITY CENTERS

EV00008497

CONTACT INFORMATION

Varnie Jules, Finance Unit Manager

617-635-4920 x 2149

The City of Boston, Boston Centers for Youth & Families (the City), acting by its Commissioner, hereinafter referred to as the Official, invites sealed bids for the performance of the work generally described above, and particularly set forth in the Invitation for Bids. The bid documents will be accessible online from **Monday, October 12, 2020 through Friday, October 30, 2020** by visiting the City of Boston Public Procurement website at the following link: <http://www.cityofboston.gov/procurement/> and access **EV0008497** or call Varnie Jules, Finance Unit Manager @ 617-635-4920 x 2149.

All sealed bids shall be filed electronically no later than **Friday, October 30, 2020 at 4:00 PM** by login onto the City of Boston Procurement website as listed and accessing the above listed event number. The attention of all bidders is directed to the provisions of the Invitation For Bids and contract documents, specifically to the requirements for bid

deposits, insurance and performance bonds as may be applicable.

All bidders are hereby notified that they shall provide a unit price for each category of service to be procured under this contract, subject to the following terms that will govern price adjustments. Bidders are further notified that they shall submit a price for each location separately. The bid prices shall be compared on the basis of the unit price for each location. This contract may be awarded to two different vendors if found to be in the best interest of the public.

Sealed bids shall be opened electronically by the Official on **Friday, October 30, 2020 at 4:00 PM**. The contract awarded pursuant to this invitation to bid will commence on or about Monday, November 23, 2020 and will end on Wednesday, June 30, 2021.

On February 24, 2016, Mayor Walsh signed an Executive Order to ensure that M/WBEs are afforded fair and equitable opportunities when competing for City contracts. To support these Mayoral objectives, the City of Boston affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this invitation for bids and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of a contract.

The award of any contract shall be subject to the approval of the Mayor of Boston and the Awarding Authority. The maximum time for bid acceptance by the City after the opening of bids shall be ninety days (90 days). The City/County and the Official reserve the right to reject any or all bids, or any item or items thereof if found to be not in the best interest of the public.

WILLIAM MORALES, COMMISSIONER

(October 12, October 19, October 26, 2020)

INVITATION FOR BIDS

SNOW CLEARING SERVICES FOR THE BCYF CENTRAL OFFICE AND ITS COMMUNITY CENTER SITES AND POOL SITES

EV00008478

CONTACT INFORMATION

Varnie Jules, Finance Unit Manager

617-635-4920 x 2149

The City of Boston, Boston Centers for Youth & Families (the City), acting by its Commissioner, hereinafter referred to as the Official, invites sealed bids for the performance of the work generally described above, and particularly set forth in the Invitation for Bids. The bid documents will be accessible online from Monday, October 12, 2020 through Friday, October 30, 2020 by visiting the City of Boston Public Procurement website at the following link: <http://www.cityofboston.gov/procurement/> and access **EV00008478**

All sealed bids shall be filed electronically no later than **Friday, October 30, 2020 at 4:00 PM** by login onto the City of Boston Procurement website as listed and accessing the above listed event number. The attention of all bidders is directed to the provisions of the Invitation For Bids and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable.

All bidders are hereby notified that they shall provide a unit price for each category of service to be procured under this contract subject to the following terms that will govern price adjustments. Bidders are further notified that they shall submit a unit price for plowing & salting of all selected locations after occurrence of snowfall of 5" (Five Inches) or more, and a unit price for salting only of all of the selected locations for snowfall occurrence of less than 5". The bid prices shall be compared on the basis of the unit price for each category of service.

Sealed bids shall be opened electronically by the Official on **Friday, October 30, 2020 at 4:00 PM**. The contract awarded pursuant to this invitation to bid will commence on or about Monday, November 23, 2020 and will end on June 30, 2021.

The City of Boston affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE),

and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of a contract.

The award of any contract shall be subject to the approval of the Mayor of Boston and the Awarding Authority. The maximum time for bid acceptance by the City after the opening of bids shall be ninety days (90 days). The City/County and the Official reserve the right to reject any or all bids, or any item or items thereof if found to be not in the best interest of the public.

WILLIAM MORALES, COMMISSIONER

(October 12, October 19, October 26, 2020)



Environment

REQUEST FOR PROPOSALS

DRAFTING CLIMATE RESILIENCE REGULATIONS AND GUIDELINES UNDER THE CITY OF BOSTON'S WETLANDS PROTECTION ORDINANCE

EVENT# EV00008310

CONTACT INFORMATION

Alex Mireku

617-635-2515

Alex.Mireku@boston.gov

The City of Boston, acting through the Environment Department, at City Hall Room 709, Boston, MA, 02201, is seeking a qualified consultant or team of consultants to provide investigative and technical services in support of the drafting climate resilience regulations and performance standards as well as climate equity and environmental justice regulations and guidelines to fully implement

Boston's Wetlands Protection Ordinance. These regulations and guidelines will be administered by the Boston Conservation Commission to better protect the natural resource areas throughout the City by furthering the Resource Area Values of the Ordinance.

The City of Boston's Conservation Commission (the Commission) administers the Massachusetts Wetlands Protection Act and Boston Wetlands Protection Ordinance, which protects important wetlands, the floodplain, and other natural areas from destruction or alteration. The project proposed here seeks to draft climate resilience regulations, regulations and performance standards for the Coastal Flood Resilience Zone and Inland Flood Resilience Zone, propose areas of the city to extend the Riverfront Area, and draft Climate Equity and Environmental Justice guidelines.

The City of Boston (the City), acting by its Commissioner of the Environment Department (the Official), invites sealed bids for the performance of the work generally described above, and particularly set forth in the RFP which may be obtained at Boston City Hall, One City Hall Plaza, Room 709, Boston, MA 02201 or via the City of Boston Vendor Portal (boston.gov/procurement; search for Event **EV00008310**), commencing at **12:00 p.m. Eastern Time (ET) on September 21, 2020**. The RFP shall remain available until the time of the bid opening. Every response shall be submitted in accordance with the instructions provided in the RFP. All Responses must be delivered **no later than 4:00 p.m. (ET) on October 23, 2020** at Boston City Hall, Environment Department, One City Hall Plaza, Room 709, Boston, MA 02201 or via the City of Boston Vendor Portal. Responses delivered by the 4:00 p.m. (ET) October 23, 2020 deadline for submission will be publicly opened by the Official or his designee immediately thereafter at Boston City Hall, Room 709.

The attention of all bidders is directed to the provisions of the RFP and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable. A performance bond equal in amount to the amount of the contract shall be required from the successful vendor. The award of any contract shall be subject to the approval of the Mayor of the City of Boston. The maximum time for bid acceptance by the City after the opening of bids shall be ninety (90) days.

The City and the Official reserve the right to reject any or all bids, or any item or times thereof.

The City of Boston affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation, or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of contract.

CARL SPECTOR, COMMISSIONER OF ENVIRONMENT

(September 21 - November 2, 2020)



Fire Operations

REQUEST FOR PROPOSAL

BOSTON FIRE DEPARTMENT DRUG TESTING PROGRAM

EVENT #00008163

CONTACT INFORMATION

Kerry Manning, BFD Procurement
kerry.manning@boston.gov

www.boston.gov/procurement

The City of Boston, acting through its Fire Department, invites Proposals from qualified vendors from highly qualified professionals to assist the City and the Department in its continued quest to maintain a drug/alcohol free workplace. The Department's goal is to detect and prevent illegal drug use, controlled substance and alcohol misuse and abuse, and to assist in the rehabilitation of Members whenever possible. The Department maintains strict and reasonable measures to ensure drug and alcohol use that does not jeopardize the public or the Department's ability to serve its citizens.

It is anticipated that the period of performance for this contract will begin on November 1, 2020 and continue through October 31, 2023, estimated to be thirty-six (36) months.

PROPOSALS must be received **no later than 12:00 P.M. on Tuesday, October 20, 2020**, in the Office of Administrative Services, Boston Fire Headquarters, 2nd Floor, 115 Southamptton Street, Boston, MA 02118; attention Kerry Manning, Procurement Specialist; or uploaded to the City of Boston's Supplier Portal , accessible from: <http://www.boston.gov/procurement>

No submissions will be accepted later than **12:00 P.M. Tuesday, October 20, 2020**. Price proposals should be included in a separate, sealed envelope. Under no circumstances shall any pricing information be included as part of any non-price proposal.

Each proposal submitted through hard-copy paper format must be submitted in two (2) separate sealed envelopes, one containing only Offeror information and marked- "TECHNICAL/ NON-PRICE PROPOSAL" and the other containing only price information and marked "PRICE PROPOSAL". Failure to submit separate proposals will result in rejection of the proposal.

Each proposal submitted electronically can be submitted through the Supplier Portal. Offerors that choose to submit their RFP response electronically are not required to submit multiple copies of its proposal. In addition, Offerors are not required to submit separate price and technical/non-price submissions. Offerors who submit their response electronically will need only to create a single bid response. The Offeror must omit pricing information from any document file uploaded onto the system. Pricing shall be listed only on the lines identified for price information in the Supplier Portal. The Offeror must submit a Price Proposal in the section "ENTER LINE BID RESPONSE" on the City of Boston's Supplier Portal.

The Supplier Portal is designed so that the Official will be unable to access the Offeror's Price Proposal during the Technical/ Non-Price review. The Official may open the price proposals at a later time and in any case shall open the price proposals so as to avoid disclosure to the individuals evaluating the technical/ non-price proposals.

Proposals will be evaluated and awarded accordingly.

Questions regarding the requested services should be directed to Kerry Manning, BFD Procurement at kerry.manning@boston.gov. All questions and requests for clarification must be received in writing

via email not less than five (5) business days before proposals are due to: kerry.manning@boston.gov. Written responses will be emailed to all bidders on record as having picked up the RFP not less than three (3) business days before proposals are due. If any changes are made to this RFP, an addendum will be issued. Addenda will be posted in the Boston Fire Department and emailed to all proposers on record as having picked up the RFP.

JOHN DEMPSEY, FIRE COMMISSIONER/ CHIEF OF DEPARTMENT

(October 5, October 12, 2020)

INVITATION FOR BID

ELECTRICAL WORK TO POWER BUNKER GEAR DRYERS AT VARIOUS LOCATIONS LISTED AS DESCRIBED IN THE SPECIFICATIONS

EV00008496

CONTACT INFORMATION

Mary (Kane) O'Toole

Mary.Kane@boston.gov

NOTE: DUE TO THE CURRENT HEALTH CONDITIONS SITE VISITS MUST BE SCHEDULED BY CONTACTING JOE MAYO AT:

617-839-2640 or Joseph.Mayo@boston.gov

The scope of work is further detailed in the specifications and includes, but is not limited to the following: **ELECTRICAL WORK TO POWER BUNKER GEAR DRYERS AT VARIOUS LOCATIONS inclusive of all the required equipment and materials in accordance with M.G.L. Chapter 149 from approximately November 15, 2020 through June 30, 2021.**

The City of Boston (the City) acting by its Boston Fire Department through its Commissioner (the Official) hereby invites sealed bids for the above-entitled project, and particularly set forth in the Invitation for Bids which may be obtained **starting Tuesday, October 13, 2020, at 9AM** by visiting cityofboston.gov/procurement and clicking on the supplier portal and locating event number **EV00008496**. Bids shall be on a form supplied by Boston Fire, be clearly identified as a bid and signed by the bidder. All bids for this project are subject to sections 26-27, 29 and

44A -44J, inclusive of M.G.L. c149, as amended and in accordance with the terms and provisions of the contract documents entitled **ELECTRICAL WORK TO POWER BUNKER GEAR DRYERS AT VARIOUS LOCATIONS**: Engine 8, 392 Hanover Street North End Boston, Engine 14, 174 Dudley Street Roxbury, Engine 17, 7 Parish Street Dorchester, Engine 22, 700 Tremont Street Boston, Engine 21, 641 Columbia Road Dorchester, Engine 24, 36 Washington Street Boston, Engine 30, 1940 Centre Street West Roxbury, Engine 37, 560 Huntington Avenue Roxbury, Engine 39, 272 "D" Street South Boston, Engine 49, 209 Neponset Valley Parkway Readville, Engine 56, 1 Ashley Street East Boston

All general bids shall be filed with the Official at the Boston Fire Department, 115 Southampton Street, Procurement Office, Floor 2, Boston, MA 02118 **before twelve o'clock (noon EST) on Thursday, October 29, 2020, and clearly marked Event EV00008496**, with the Official at the Boston Fire Department, 115 Southampton Street, Procurement Office, Floor 2, Boston, MA 02118 **before twelve o'clock (noon EST) on Thursday, October 29, 2020**, at which time and place respective bids will be opened forthwith and read aloud. **ELECTRONIC BIDS WILL NOT BE ACCEPTED.**

General bids will be valid only when accompanied by (1) Certificate of Eligibility issued by DCAMM, showing that the general contract has been approved in Electrical Work to bid on projects the size and nature of that advertised, (2) an Update Statement summarizing the general contractor's record for the period between the latest DCAMM certification and the date the general contractor submits its bid and (3) OSHA Certification Training. Apprentice Certificate is not required.

The attention of all bidders is directed to the provisions of the Invitation of Bids and contract documents, specifically to the requirements for bid deposits, insurance, performance and payment bonds as may be applicable.

All bidders are hereby notified that bid deposits must be 5% of his/her bid and shall be in the form of a bid bond, certified check, treasurer's check or cashier's check and made payable to the City of Boston.

In accordance with M.G.L. Chapter 149, a performance bond and a labor and materials payment bond shall be required from the successful bidder of a surety company qualified to do business under the laws of the Commonwealth of Massachusetts and included in the U.S. Treasury's current list of approved sureties (Circular 570) and

satisfactory in form to the Awarding Authority will be required of the successful bidder to guarantee the faithful performance of the contract. The successful bidder will be required to furnish a performance bond in the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet.

A labor and materials/payment bond in the sum of fifty percent (50%) of the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet, is between \$10,000 and \$150,000, and a materials/payment bond in the amount of one hundred percent (100%) of the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet, will be required if the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet, is greater than \$150,000.

A Certificate of Insurance is required when submitting your bid.

OSHA Certification is required when submitting your bid.

The attention of all bidders is directed to the Boston Residents Jobs Policy section of the specifications and the obligation of the contractor to take affirmative action in connection with employment practices in the performance of this contract. The contractor and its subcontractors shall maintain the following ratios of workforce hours in each trade: Minority 40% of total work hours, Female 15% of total work hours, Boston Residents 51% of total work hours.

The City seeks to promote the full participation and equality of opportunity for minority-owned and women-owned enterprises ("M/WBE") in all aspects of the development of the project, including equality of opportunity for participation in the development, financing, design, construction, operation and ownership of the project.

On February 24, 2016, Mayor Martin J. Walsh signed an executive order to ensure the M/WBEs are afforded fair and equitable opportunities when competing for city contracts. To support these city objectives proposals must include a statement that details experience with, and approach to, insuring meaningful outreach to subcontracting opportunities for minority and women-owned firms on all key project activities.

The City of Boston requires proposers to certify in their submissions that they understand these objectives and are committed to achieving them if they are the successful bidder. These statements should be documented using the Strategy Form included in the invitation for bid documents and should include any intended outreach to subcontracting opportunities for minority and women-owned firms. At the request of the City, all contractors must furnish materials evidence of their efforts to comply with the strategies outlined on the Strategy Form.

Bidders are hereby notified that this project is subject to M.G.L. c. 149, s. 27 and in accordance contractors must pay Prevailing Wage as set by the Division of Occupational Safety within the Department of Labor and Workforce Development. Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked and wages paid. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.

Bidders are further notified that they shall submit prices for and bid prices shall be compared on the basis of the entire period of performance.

This contract shall be subject to the availability of an appropriation therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.

Sealed bids shall be **publicly opened by the Official on Thursday, October 29, 2020**, at Boston Fire Headquarters, 115 Southamptton Street, Boston, MA 02118.

The award of any contract shall be subject to the approval of the Mayor of Boston and the Boston Fire Commissioner.

The Official reserves the right to waive any informalities in or to reject any and all bids if it is in the public interest to do so.

JOHN DEMPSEY, FIRE COMMISSIONER

(October 12, October 19, October 26, 2020)



TENTATIVE DESIGNATION

CONTACT INFORMATION

Anne Conway
anne.conway@boston.gov
617-635-0182

At the Public Facilities Commission meeting on September 16, 2020 the Commission voted and the Mayor subsequently approved their intent to sell to Norfolk Design & Construction LLC, approximately 16,627 square feet of vacant land located at 14-14A, 15-15A, and 17 Holborn Street (Ward 12, Parcel Numbers 02844000, 02810000, and 02811000) in the Dorchester district of the City of Boston.

Written details of this proposal may be examined by contacting the Development Officer, Anne Conway at 617-635-0182 for further information.

SHEILA A. DILLON, CHIEF AND DIRECTOR

(October 12, October 19, 2020)

TENTATIVE DESIGNATION

CONTACT INFORMATION

Christopher Rooney
christopher.m.rooney@boston.gov
617-635-0493

At the Public Facilities Commission meeting on September 16, 2020 the Commission voted and the Mayor subsequently approved their intent to sell to Habitat For Humanity Greater Boston, Inc., approximately 15,432 square feet of vacant land located at 174 Norfolk Street (Ward 17 Parcel Number 01971000), Unnumbered Parcel Norfolk Street (Ward 17 Parcel Number 01970000) and 180 Norfolk Street (Ward 17 Parcel 01969000) in the Dorchester district of the City of Boston.

Written details of this proposal may be examined by contacting the Development Officer, Christopher Rooney at 617-635-0493 for further information.

SHEILA A. DILLON, CHIEF AND DIRECTOR

(October 12, October 19, 2020)

TENTATIVE DESIGNATION

CONTACT INFORMATION

Christopher Rooney
christopher.m.rooney@boston.gov
617-635-0493

At the Public Facilities Commission meeting on September 16, 2020 the Commission voted and the Mayor subsequently approved their intent to sell to The People's Academy Inc., approximately 18,954 square feet of vacant land located at 436 Warren Street (Ward 12 Parcel Number 02831000), 7-9 Quincy Street (Ward 12 Parcel Number 02833000) and 20-22 Glenburne Street (Ward 12 Parcel 02849000) in the Roxbury district of the City of Boston.

Written details of this proposal may be examined by contacting the Development Officer, Christopher Rooney at 617-635-0493 for further information.

SHEILA A. DILLON, CHIEF AND DIRECTOR

(October 12, October 19, 2020)

REQUEST FOR PROPOSALS

COVID-19 RESPONSE FUNDING FOR HOMELESS SERVICES PROVIDER AGENCIES

EV00008471

CONTACT INFORMATION

Allison Singer
Allison.Singer@boston.gov
617-635-0330

The City of Boston Department of Neighborhood Development (DND) hereby invites proposals from qualified homeless services agencies for up to approximately \$20 million in funding to assist with responding to the COVID-19 public health crisis in Boston. Awarded sources of funding may include but are not limited to Emergency Solutions Grant CARES Act (ESG-CV) funding, Coronavirus Relief Fund (CRF) and the City's Housing Boston 2030 fund.

Only non-profit organizations and units of local government that support communities, families, and individuals in the City of Boston who are experiencing homelessness or at risk of homelessness are eligible to apply. Eligible applicants

may partner with other agencies, organizations or companies to enhance their delivery of services. We welcome groups responding collaboratively to this RFP.

The City's overarching goals for this funding are to preserve life and health through investments that will help prevent the further spread of COVID-19 in homeless populations; to assist those experiencing homelessness in finding safe alternatives to congregate shelter through investment in shelter diversion programming; and to promote system transformation to address overcrowding through rapid exit from shelter in light of this public health crisis.

The City will prioritize responses that propose any of the following activities:

- Creating up to 170 new winter overflow shelter beds for populations experiencing homelessness
- Increasing rapid re-housing opportunities for households experiencing homelessness, including the creation and management of a Landlord Recruitment Program. Rapid rehousing (RRH) is a form of permanent housing that offers pre- and post-housing placement services, including but not limited to the following: housing search, case management, stabilization services and financial assistance towards rent.
- Offering Front Door Diversion services to identify safe alternative to shelter for individuals experiencing homelessness

All eligible activities under this Request for Proposals are: Emergency shelter (operating, leasing, acquisition, food, cleaning, staffing, essential services to participants); Rapid Rehousing; Street Outreach (outreach staff, supplies for unsheltered participants); Homeless Management Information System (HMIS); and Diversion. See RFP for additional information on requirements and how activities will be prioritized for funding through this opportunity.

The Request for Proposals ("RFP") package will be **available beginning September 28, 2020** from the City's purchasing website, Supplier Portal (boston.gov/Procurement), the City's online process for purchasing, bidding, contracting, vendor registration and payment. To access details for this specific Event, or to respond through electronic format, please visit the City of Boston Supplier Portal and access Event **#EV00008471**. Completed proposals must be submitted via the Supplier Portal **before 4:00 PM, October 16, 2020**. LATE PROPOSALS WILL NOT BE ACCEPTED.

Note: Please be sure to leave enough lead time before the submission deadline to complete the electronic submission process. In order to participate in these online procurement activities Applicants must register with the Supplier Portal at boston.gov/Procurement. First-Time Vendors, i.e., those who have never contracted with the City or, if so, not for many years, will be required to obtain log-in credentials, a process which can be subject to administrative delays. Instructions can be found at boston.gov/Procurement.

SHEILA A. DILLON, CHIEF OF HOUSING AND DIRECTOR

(October 12, October 19, 2020)



Public Facilities

REQUEST FOR QUALIFICATIONS

26 COURT STREET FULL RENOVATION - 26 COURT STREET, BOSTON

Project No. 7215

CONTACT INFORMATION

PFD Bid Counter

Bid.info@boston.gov
(617) 635-4809

Pursuant to Massachusetts General Laws Chapter 7C, §§ 44-57, the City of Boston's Public Facilities Department (PFD) is requesting qualification statements for design services including Schematic Plans and Outline Specifications; Design Development Plans and Specification; Construction Plans and Specifications; Administration of Construction Contract; and Construction Supervision for the 26 Court Street Full Renovation.

The scope of services for the 26 Court Street Full Renovation includes full renovation of 26 Court Street. Constructed in 1912, 26 Court Street is an 11-story, 175,000 square foot municipal office building.

The scope of work includes providing design and construction administration services to support the full interior and exterior renovation of 26 Court

Street. The design will involve heating ventilation and air conditioning (HVAC) upgrades, new electrical and plumbing systems, window replacements, masonry restoration, new elevators, office fit outs, accessibility upgrades, new sprinkler system, fire alarm replacement, selective demolition, hazardous material abatement, waterproofing, site work and office furniture, fixtures and equipment (FFE).

Project fees will follow the schedule as stated in the application form. Completion shall be 178 weeks after execution of a contract. Applicants must be a registered Architect in the Commonwealth of Massachusetts.

A program for this project will not be prepared beyond the scope of services stated above.

The project will be performed under applicable M.G.L. c. 149 or M.G.L. c.149-A.

Applicants must provide the names of key personnel and consultants that will be utilized on this project for the following disciplines: Civil, Plumbing, Electrical, Acoustical and Fire Protection Engineer, Code, Lighting, Hazardous Materials Consultant, Building Envelope and FF&E Specialist, HVAC, Specifications Writer and Cost Estimator.

Applicants, at a minimum, must have prior experience on projects in the following settings: Urban, Historically Significant and Leadership in Energy and Environmental Design (LEED).

Applicants, at a minimum, must have prior experience on the following types of projects Chapter 149 or

Chapter 149-A design and construction administration on phased occupied high-rise building renovations.

The Designer Application Package will be **available on October 5, 2020** at the Public Facilities Department Bid Counter to all interested parties. The Designer Application Packages are only available electronically and by requesting access for such through bid.info@boston.gov. Statements of Qualifications must be submitted in sealed envelopes and returned to PFD Bid Counter, 26 Court Street, 1st Floor, Boston, Massachusetts 02108 by **October 21, 2020 no later than 2:00 P.M.** LATE QUALIFICATION STATEMENTS WILL NOT BE ACCEPTED.

PATRICK I. BROPHY, CHIEF OF OPERATIONS

(October 5, October 12, 2020)



Schools

INVITATION FOR BIDS

PROVIDE MENTORING AND COUNSELING SERVICES TO YOUNG MEN – 1 YEAR CONTRACT

BID #1142

CONTACT INFORMATION

June Ramjattan

617-635-7773

jramjattan@bostonpublicschool.org

The City of Boston School Department (the City) acting by its Business Manager (the Official), invites sealed bids for the performance of the work generally described above, and particularly as set forth in the Invitation For Bids which may be obtained at the Office of the Business Manager of the School Committee, 4th floor, 2300 Washington Street, Roxbury, MA 02119, commencing at **12:00 Noon on MONDAY, OCTOBER 5, 2020.**

Invitations For Bids shall be available until the time of the bid opening. Every sealed bid shall be submitted in accordance with the criteria set forth in Invitations For Bids.

All sealed bids shall be filed **no later than THURSDAY, OCTOBER 22, 2020, at 12:00 Noon** at the office of the Official, Office of the Business Manager, 2300 Washington Street, 4th floor, Roxbury, MA 02119. The attention of all bidders is directed to the provisions of the Invitation For Bids and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable. A non-refundable bid deposit in the amount of \$20.00 shall be required from each bidder.

Bidders are further notified that they shall submit prices for and bid prices shall be compared on the basis of the entire period of performance. Sealed bids shall be publicly opened by the Official on **THURSDAY, OCTOBER 22, 2020, at 2300** Washington Street, 4th floor, Roxbury, MA 02119.

The award of any contract shall be subject to the approval of the Superintendent of Schools and the Mayor of Boston. The maximum time for bid

acceptance by the City after the opening of bids shall be ninety (90) days.

The City and the Official reserve the right to reject any or all bids, or any item or items thereof.

The City of Boston affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of a contract.

EDWARD J. GLORA, BUSINESS MANAGER

(October 5, October 12, 2020)

INVITATION FOR BIDS

PURCHASE OF "2020" FOOTBALL HELMETS FOR BOSTON PUBLIC SCHOOLS

BID #1143

CONTACT INFORMATION

John Hillebrand

617-635-8148

jhillebrand@bostonpublicschools.org

The City of Boston School Department (the City) acting by its Business Manager (the Official), invites sealed bids for the performance of the work generally described above, and particularly as set forth in the Invitation For Bids which may be obtained at the Office of the Business Manager of the School Committee, 4th floor, 2300 Washington Street, Roxbury, MA 02119, **commencing at 12:00 Noon on MONDAY, OCTOBER 12, 2020.**

Invitations For Bids shall be available until the time of the bid opening. Every sealed bid shall be submitted in accordance with the criteria set forth in Invitations For Bids.

All sealed bids shall be filed **no later than THURSDAY, OCTOBER 29, 2020, at 12:00 Noon** at the office of the Official, Office of the Business Manager, 2300 Washington Street, 4th floor, Roxbury, MA 02119. The attention of all bidders is directed to the provisions of the Invitation For Bids and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable. A non-refundable bid deposit in the amount of \$20.00 shall be required from each bidder.

All bidders are hereby notified that they shall provide a unit price for each supply/service to be procured in this contract, subject to the following terms that will govern price adjustments. Bidders are further notified that they shall submit prices for and bid prices shall be compared on the basis of the entire period of performance. Sealed bids shall be **publicly opened by the Official on THURSDAY, OCTOBER 29, 2020, at 2300 Washington Street, 4th floor, Roxbury, MA 02119.** The award of any contract shall be subject to the approval of the Superintendent of Schools and the Mayor of Boston. The maximum time for bid acceptance by the City after the opening of bids shall be ninety (90) days. The City and the Official reserve the right to reject any or all bids, or any item or items thereof.

The City of Boston affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of a contract.

EDWARD J. GLORA, BUSINESS MANAGER

(October 12, October 19, 2020)



REQUEST FOR PROPOSALS

INVESTMENT CONSULTING SERVICES FOR TRUST FUNDS

Event ID # 00008511

CONTACT INFORMATION

John Houton

John.houton@boston.gov
(617) 635-3071

The City of Boston, Massachusetts (the "City"), acting by and through its Chief Financial Officer (the "Official") hereby requests proposals for a consultant (the "Consultant") to provide investment consultant services in connection with the more than 400 trusts that have been entrusted to the City for the benefit of its residents and employees (the "Trust Funds"), as more particularly set forth in the Request for Proposals captioned above, dated **October 19, 2020** (the "RFP"). The RFP shall be made available on the City's Supplier Portal at <http://www.cityofboston.gov/procurement> or by emailing such a request to john.houton@boston.gov **commencing at 12:00 p.m. Eastern Daylight Time (EDT) on October 19, 2020**. The RFP shall remain available until the time specified below for the submission of proposals. Questions regarding the RFP should be delivered in the manner specified under the heading "Proposals Submission Specifications and Deadline," in the RFP. Sealed proposals shall be submitted in the manner provided for below, in accordance with the RFP.

The Consultant's responsibilities with respect to the Trust Funds shall include, but not be limited to, the following: (1) recommending general investment policies and procedures; (2) preparing annual asset allocation plans; (3) preparing annual asset optimization plans; (4) attending trustee board meetings in Boston upon request; (4) performing general research and analysis, and providing advice on specific matters relating to the administration and operation of the Trust Funds, upon request; (5) preparing quarterly reports evaluating the performance of Trust Funds portfolios, and evaluating public market strategies; (6) providing quarterly performance analysis; (7) overseeing and evaluating the performance of investment managers; (8) assisting with the selection of investment

managers; and (9) assisting with the selection of the custodial institutions.

One (1) original and four (4) printed of each proponent's price and technical (non-price) proposals, and one (1) electronic copy of each price and technical proposal in ".PDF" file format on a single jump drive or similar storage device **must be submitted no later than 12:00 p.m., EDT, November 16, 2020** (the "Submission Date") to the Official at the Office of the Collector-Treasurer, Boston City Hall, Room M35, Boston, Massachusetts 02201-1020. Immediately after the deadline for the submission of proposals the Official or her designee shall open only those proposals received at or **before 4:00 p.m. EDT** on the Submission Date in City Hall Room M-35. The Official or her designee shall prepare a register of proposals which shall be open for inspection. Until the completion of the evaluations, or until the time for acceptance specified in the RFP, whichever occurs earlier, the contents of the proposals shall remain confidential and shall not be disclosed to competing offerors. The Official shall designate the individuals responsible for the evaluation of the proposals. The award shall be subject to the successful completion and execution of a contract and any related documentation. Any proposals that fail to conform to the provisions and/or the Minimum Evaluation Criteria specified in the RFP will be rejected. The Official also reserves the right to cancel the procurement, to reject in whole or in part any and all responses to the RFP, and to waive minor informalities in any response. The maximum time for the award of a contract after the opening of bids shall be thirty (30) days, unless the Official shall request an extension of such period in writing, and price proposals shall remain effective for the entire thirty (30) day period. The award of the contract shall be subject to the approval of the Mayor of the City of Boston.

Unless the Official rejects all proposals and cancels the RFP, the contract executed by the City and the Firm shall have a term of three (3) years, with an option to renew and extend the contract for two additional years, said option exercisable solely by the City at the Official's discretion. The exercise of the option for renewal and extension of the contract shall not be subject to agreement or acceptance by the selected Firm.

EMME HANDY, CHIEF FINANCIAL OFFICER

(October 12, October 19, 2020)



CITY OF BOSTON DIRECTORY

Department contact information and addresses

ADMINISTRATIVE SERVICES DEPARTMENT

Emme Handy, CFO, Collector – Treasurer
617-635-4479

AFFIRMATIVE ACTION

Vivian Leonard, Director
617-635-3360

ARCHIVES & RECORD MANAGEMENT

John McColgan, City Archivist
201 Rivermoor Street
West Roxbury, MA 02132
617-635-1195

ART COMMISSION

Karin Goodfellow, Director
617-635-3245

ARTS & CULTURE

Kara Elliott Ortega, Chief
617-635-3914

ASSESSING

Nicholas Ariniello, Interim Commissioner
617-635-4264

AUDITING

Maureen Joyce, City Auditor
617-635-4671

BOSTON 311

Rocco Corigliano, Director
617-635-4500 or 311
cityofboston.gov/311

BOSTON CENTERS FOR YOUTH & FAMILIES

William Morales, Commissioner
1483 Tremont Street, Boston, MA
617-635-4920

BOSTON EMS

James Hooley, Chief of Department
785 Albany Street, Boston
617-343-2367

BOSTON HOUSING AUTHORITY

Kate Bennett
52 Chauncy Street, Boston
617-988-4000

BOSTON PLANNING & DEVELOPMENT AGENCY AKA (BPDA)

Brian Golden, Director
617-722-4300

BOSTON RENTAL HOUSING CENTER

26 Court Street, Boston, MA
617-635-4200

BUDGET MANAGEMENT

Justin Sterritt, Budget Director
617-635-3927

BOSTON WATER AND SEWER COMMISSION

Henry Vitale, Executive Director/CFO
980 Harrison Avenue, Boston, MA
617-989-7000

BUSINESS DEVELOPMENT

Natalia Urtubey
26 Court Street, Boston, MA
617-635-0355

CABLE OFFICE

Michael Lynch, Director
43 Hawkins Street, Boston, MA
617-635-3112

CAPITAL PLANNING

John Hanlon, Deputy Director
617-635-3490

CITY CLERK

Maureen Feeney, City Clerk
617-635-4600

CITY COUNCIL STAFF

Yuleidy Valdez, Staff Director
617-635-3040

CODE ENFORCEMENT POLICE

Steve Tankle, Director
400 Frontage Rd, Boston
617-635-4896

COMMISSION FOR PERSONS WITH DISABILITIES

Kristen McCosh, Director
617-635-3682

CONSUMER AFFAIRS AND LICENSING – BOARD

Kathleen Joyce
Executive Director
617-635-4165

COPY CENTER

Frank Duggan
Administrative Assistant
617-635-4326

DEPARTMENT OF INNOVATION & TECHNOLOGY (DOIT)

David J. Elges, Chief
617-635-4783

ELECTION

Eneida Tavares, Interim Commissioner
617-635-4634

ELDERLY COMMISSION

Emily Shea, Commissioner
617-635-4375

EMERGENCY MANAGEMENT

Shumeane L. Benford, Director
617-635-1400

EMERGENCY SHELTER COMMISSION

James F. Greene, Director
617-635-4507

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Wendolyn M. Castillo-Cook, Director
26 Court Street Boston, MA
617-635-2200

ENVIRONMENT, ENERGY & OPEN SPACES

Christopher Cook, Chief
617-635-3425

FAIR HOUSING COMMISSION

Director
617-635-4408

FINANCE COMMISSION

Matt Cahill, Executive Director
43 Hawkins Street, Boston, MA
617-635-2202

FIRE DEPARTMENT

John Dempsey, Fire Commissioner
115 Southamptton Street
617-343-3610

HEALTH BENEFITS & INSURANCE

Marianna Gil, Director
617-635-4570

HEALTH & HUMAN SERVICES

Marty Martinez, Chief
617-635-1413

HUMAN RESOURCES

Vivian Leonard, Director
617-635-4698

HUMAN RIGHTS COMMISSION

Director
617-635-4408

IMMIGRANT ADVANCEMENT

Yusufi Vali, Director
617-635-2980

INFORMATION

Central Operators
617-635-4000

INSPECTIONAL SERVICES

Dion Irish, Commissioner
1010 Massachusetts Avenue, Boston
617-635-5300

INTERGOVERNMENTAL RELATIONS

Heather Gasper, Interim Director
617-635-3707

City Council; Neil Doherty
617-635-4493

Yissel Guerrero
617-635-4616

Alyssa Ring
617-635-1994

LABOR RELATIONS

Annmarie Noonan, Director
617-635-4525

LAW DEPARTMENT

Eugene L. O'Flaherty,
Corporation Counsel
617-635-4099

Tax Title Division

Kevin Foley Director
617-635-4034

Claims & Affirmative Recovery
Division - Lena-Kate Ahern, Director
Assistant Corporation Counsel,
617-635-4034

LIBRARY

David Leonard, President
700 Boylston Street, Boston
617-536-5400

MAIL ROOM

Paul McDonough
Administrative Asstistant
617-635-4699

WOMEN'S ADVANCEMENT

Tania DelRio, Executive Director
617-635-3138

MUNICIPAL PROTECTIVE SERVICES

William Joyce , Director of Security
617-635-4596

NEIGHBORHOOD DEVELOPMENT

Sheila Dillon, Chief
26 Court Street, Boston
617-635-3880

OFFICE OF ECONOMIC DEVELOPMENT, SLBE/BRJP

John Barros, Chief
617-635-4084

PARKS AND RECREATION

Ryan Woods, Commissioner
1010 Massachusetts Avenue
617-635-4989

POLICE DEPARTMENT

William Gross, Commissioner
617-343-4500

PROPERTY MANAGEMENT DEPARTMENT

Indira Alvarez, Interim Commissioner
617-635-4100

PUBLIC FACILITIES

Director of Public Facilities
617-635-4814

PUBLIC HEALTH COMMISSION

Monica Valdes-Lupi, JD, MPH,
1010 Massachusetts Ave
617-534-5395

PUBLIC SCHOOLS

Brenda Cassellius, Superintendent
617-635-9050

PUBLIC WORKS

Chris Osgood, Chief
617-635-4900

PROCUREMENT

Kevin P. Coyne, Purchasing Agent
617-635-4564

Gerard Bonaceto,
Assistant Purchasing Agent
617-635-3937

Diana Laird
City Record Administrator
& Graphic Designer
617-635-4551

REGISTRY

Patricia A. McMahon, City Registrar
617-635-4175

RESILIENCE AND RACIAL EQUITY

Lori Nelson, Chief Resilience Officer
617-635-0739

RETIREMENT BOARD

Timothy Smyth, Esquire,
Executive Officer
617-635-4305

STREETS, SANITATION & TRANSPORTATION

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